

**CITY OF MARSHFIELD**  
**PARKS, RECREATION AND FORESTRY COMMITTEE**  
**July 14, 2016 Meeting Minutes**

**I. CALL TO ORDER:**

Meeting called to order by Justin Casperson at 5:30 p.m. in room 108 in City Hall Plaza, 630 S. Central Avenue.

**ROLL CALL:**

Present: Chairperson John White, Jr.; Vice Chairperson Jane Yaeger; Zoological Society Representative Tom Buttke; Members Ali Luedtke & Nick Faber

Excused: Chris Viegut; Alderperson Rich Reinart

Also Present: Justin Casperson, Parks and Recreation Director; Kelly Cassidy, Parks and Recreation Supervisor

**II. APPROVAL OF MINUTES:**

**PR16-18** Motion by Buttke, seconded by Yaeger to approve the June 9, 2016 Parks, Recreation, and Forestry Committee meeting minutes with the correction of the adjournment. Motion Carried Unanimously.

**III. PUBLIC COMMENT:** Carl Scott talked about the restrooms at the bear pen and the improvements that need to be made.

**IV. OLD BUSINESS:**

**A. CORP Plan:**

1. Hamus Park – 27.94-acre park located on the northern boundary of Marshfield on Hamus Drive. This park has a shelter w/ picnic tables, restroom, biking/walking trail, and a nature area.
2. S.J. Miller Park – 21.32 acres located on Oak Avenue. This park caters to sports enthusiasts with baseball fields, batting cages, tennis courts, play equipment, shelter w/ picnic tables and restrooms, picnic tables, biking/walking trail.

**V. NEW BUSINESS:**

**A. Fairgrounds Winter Storage Rates:**

Justin Casperson updated the committee on the new fees for winter storage with a rate increase of 2.5%. The last time a rate increase happened was 2010.

**PR16-19** Motioned by Buttke, seconded by Luedtke to approve the 2016-17 winter storage fees.

**B. Zoo Animal Acquisition:**

- Justin Casperson updated the committee on the proposal of a Babcat and Ornate Box Turtle display.

**PR16-20** Motioned by Yaeger, seconded by Faber to approve the animal acquisitions.

**VI. REPORTS:**

**A. Zoological Society:** Tom reported that the Trick-or-Treat in the zoo will be October 8<sup>th</sup>. The society is planning a bowling event in December, which will be a fundraiser for the cougar exhibit. Tom brought items from the zoo store to show the committee.

**Recreation**

1. Library/Community Center Project –Library will be moving out starting August 15<sup>th</sup>. The committee is still looking at options to cut costs for the remodel of the Community Center.
2. The fall program brochure will go out to the public on Friday, August 5<sup>th</sup>.

**Programs**

1. Tennis/Racquetball center is operating under the summer hours. Players can still use the courts after hours, but they need to enter the center with a code. Payment needs to be made before the code is given out.
3. Summer Adventure Camp was canceled due to lack of enrollment.
4. Summer programs are in full swing with classes being offered in gymnastics, tennis, baseball, 3-sport ball, safety city, basketball, volleyball, golf, soccer, football, and a trip to Milwaukee Zoo.
5. Pickleball is being held at OACC on Tuesday & Thursday nights from 6-8pm and Thursday afternoons from 1–3pm.
6. Registration is still being taken for skateboard lessons which starts on July 25<sup>th</sup>, golf camp which starts July 26<sup>th</sup> and the zoo trip on August 9<sup>th</sup>.

## Aquatics

1. Hefko Pool opened for the season on June 4th. Hefko is open Monday through Saturday from 11:00 to 11:45 a.m. for Free Swim and from 1:00 to 6:45 p.m. daily for open swim, except on Tuesdays & Thursdays when the pool remains open until 7:45 p.m. Free Swim is sponsored by NAPA Auto & Truck Parts of Marshfield, Cellcom, Mueller Publishing, Baltus, Roehl Transport, McDonalds, Marshfield Clinic, MSA Professional Services, Weber Farms, DQ/Java Junction, Hub City Ice Cream, Bents Chiropractic, Forward Financial Bank, Chips, Kwik Trip and Security Health Plan. If the pool closes early in the day, we attempt to reopen at 4:00 p.m.
2. Early Bird Lap Swim and Aquacise are being held on Tuesday and Thursday mornings at the Sr. High pool through July 21.

## **Parks & Zoo**

1. Parks Maintenance Operations
  - a. Park staff assisted with (2) MYBA little league tournaments, small town baseball tournament and American Legion baseball tournament.
  - b. Park staff assisted in 4<sup>th</sup> of July Celebration and Parish Pull events at Marshfield Fairgrounds Park.
  - c. Staff has been working on installing (2) new picnic tables & (2) new park benches at Hamus Park.
2. Forestry
  - a. The park tree inventory has been updated. Once the street division has finished treating street trees we plan on treating approximately 35 park trees.
3. Fairgrounds
  - a. Dust control agent was applied to the gravel areas on 6/24/16.
4. Zoo
  - a. The new Honey Bee exhibit has been opened and on display in the zoo store.
  - b. Zoo Fest was held over Father's Day weekend.

## **Director**

1. Hackman Field Storage Building – The project was completed on time and on budget.
2. Zoo Maintenance Building – Staff is still working on design, construction documents, cost estimates, utility extensions and a certified survey map. The goal is to move all of the zoo operations into one building to improve overall efficiency of the zoo operations. We anticipate the project planning to be completed in 2016 and built in 2017.
3. Fairgrounds - The Director has been part of several fairgrounds long-term strategic planning meetings. The goals of the meetings are to: ensure the fair's sustainability, increase property usage, define stakeholder's roles, streamline event management, improvement of facilities, develop clear communication.
4. Fairgrounds - The Director has been working with the Marshfield Area Friends of the Dog Park in the installation of lights for the dog park.
5. Fairgrounds - The Director has been soliciting proposal quotes for the sandblasting and painting of the grandstands steel roof structure and sealing the concrete deck.
6. Historical Society – The Director has been working with Josh Miller from Development Services and the Historical Preservation Society on display racks at Wildwood Park. The Society has donated one rack to the zoo store and purchased a rack to be placed next to Engine 2442.
7. Hardacre Park – The painter has begun work on the murals at Hardacre Park. We anticipate the murals to be completed by August.
8. Wildwood-McMillian Trail – The Director has been working with the Public Works Director on forecasting and estimating the revenues and expenses associated with the project. The state put a hold on funds until their 2017 fiscal year, which starts July 1, 2017.
9. 8<sup>th</sup> & Hemlock – The Director has been in communication with the School District about possibly purchasing the property.

**Committee:** Library is looking for help to move items into the new library.

**VII. NEXT MEETING:** August 11, 2016 at 5:30 p.m.

**VIII. ADJOURNMENT:** **PR16-10** Motion by Luedtke, seconded by Yaeger to adjourn. Motion carried unanimously. Meeting adjourned at 6:21 p.m.

Respectfully Submitted: Kelly Cassidy, Parks & Recreation Supervisor